

BARBADOS INSTITUTE OF MANAGEMENT & PRODUCTIVITY

COURSE Funded by

TECHNICAL & VOCATIONAL EDUCATION & TRAINING COUNCIL (TVET)

APPLICATION FORM

1. **Name:** {Mr./Mrs./Miss/Dr.} _____
Surname *First name* *Middle name*
2. **Address:** _____

3. **Tel. No:** _____ (H) _____ (W) _____ (C) _____ (Fax)
4. **Date of Birth:** Y _____ / (M) _____ / (D) _____
5. **Education:** Primary Secondary Other
6. **Present Occupation:** _____
7. **Outline any special Training (include dates):** _____

8. **Outline any previous business training (include dates):** _____

9. **Do you presently** **Own a business** **Manage a business?** **10. How old is the business?** _____ **Years**
11. **Provide name and brief description of business you now own or manage:**

12. **In what way do you think that this programme can assist in the development of your enterprise?**



BUSINESS DEVELOPMENT & ENTREPRENEURSHIP DIVISION

GENERAL REGISTRATION FORM

PERSONAL DATA

Name of Participant (Mr./ Mrs./ Ms./ Dr.) _____ (First Name) (Middle Initial) (Surname)

Male Female Date of Birth: Y _____ / M _____ / D _____ Age at last Birthday: _____ years

Nationality: _____ National Registration # _____

Home Address: _____ Tel. # _____

_____ Cel# _____

Name of Company/Organisation: _____ Tel. # _____

Address: _____

Present Job Title: _____ e-mail address: _____

COURSE OF STUDY

PLEASE complete both pages of the application form

Table with columns: COURSE DATES, FROM, TO. Rows include Accounting & Finance for Small Business, Computer Applications for Small Business, Computer Assisted Accounting for Small Business (QuickBooks), Customer Service for Small Business, Entrepreneurial Development Programme, How to Start a small Business (Seminar), Marketing & General Management for Small Business, and Other: Specify.

GENERAL INFORMATION

Payment of Fees

Cheques made payable to BIMAP should be forwarded in advance along with the Registration/Course-Booking Form. If this is not done, payment must be made at our Wildey Office during the scheduled registration period or before the start of the course. A refund less an administrative fee of \$50.00, will only be granted if cancellation of an enrollment is received (in writing) prior to the start of the course.

Signature of Applicant

Date of Application

FOR OFFICIAL USE ONLY

Amount Paid \$ _____ Cash Cheque Date of Payment Y _____ / M _____ / D _____

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Official Receipt NO./s _____ / _____ Signature/s _____ / _____